

**STATEMENT OF SMALL CLAIM
AND NOTICE OF TRIAL**For Court
Use Only.
→

DOCKET NO.

**Trial Court of Massachusetts
Small Claims Session**PART
1☐ **BOSTON MUNICIPAL
COURT**☐ **DISTRICT COURT**

Division

☐ **HOUSING COURT**

Division

PART
2

PLAINTIFF'S NAME, ADDRESS, ZIP CODE AND PHONE

PLAINTIFF'S ATTORNEY (if any)

Name: _____

SAMPLE, NOT FOR USE

PHONE NO: _____

PHONE NO: _____

BBO NO: _____

PART
3

DEFENDANT'S NAME, ADDRESS, ZIP CODE AND PHONE

ADDITIONAL DEFENDANT (if any)

Name: _____

Address: _____

PHONE NO: _____

PHONE NO: _____

PART
4**PLAINTIFF'S CLAIM.** The defendant owes \$ _____ plus \$ _____ court costs for the following reasons:
Give the date of the event that is the basis of your claim.**SAMPLE, NOT FOR USE**

SIGNATURE OF PLAINTIFF X

DATE

PART
5**MEDIATION:** Mediation of this claim may be available prior to trial if both parties agree to discuss the matter with a mediator, who will assist the parties in trying to resolve the dispute on mutually agreed to terms. The plaintiff must notify the court if he or she desires mediation; the defendant may consent to mediation on the trial date.☐ The plaintiff is willing to attempt to settle this claim through court mediation.PART
6**MILITARY AFFIDAVIT:** The plaintiff states under the pains and penalties of perjury that the:☐ above defendant(s) is (are) not serving in
the military and at present live(s) or work(s)
at the above address.☐ above defendant(s) is (are) serving in
the military

X

SIGNATURE OF PLAINTIFF

DATE

NOTICE OF TRIAL**NOTICE TO DEFENDANT:**

You are being sued in Small Claims Court by the above named plaintiff. You are directed to appear for trial of this claim on the date and time noted to the right.

If you wish to settle this claim before the trial date, you should contact the plaintiff or the plaintiff's attorney.

SEE ADDITIONAL INSTRUCTIONS ON THE BACK OF THIS FORM

NAME AND ADDRESS OF COURT

DATE AND TIME OF TRIAL

DATE

AT

TIME

ROOM NO.

**BOTH THE
PLAINTIFF
AND THE
DEFENDANT
MUST
APPEAR AT
THIS COURT
ON THE
DATE AND
TIME
SPECIFIED****▲ COURT USE ONLY ▼**

FIRST JUSTICE

CLERK-MAGISTRATE OR DESIGNEE

INSTRUCTIONS FOR FILING A SMALL CLAIM — You must complete Parts 1-6 of this form. See instructions on reverse.